

DETAILED INSPECTION CHECKLIST

FA SC STMT TEXT

- 850 AIRCREW TRAINING
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- 850 00 NO SUBCAT FOR THESE STATEMENTS
- 850 00 001 Is Naval Aviator, Naval Flight Officer and Enlisted Aircrew Training conducted IAW the approved T&R syllabus?
Reference
NAVMC 3500.14C, chap 1, pg 1-6, par 103.2.a
- 850 00 002 Are all aircrew assigned to the proper T&R Program of Instruction?
Reference
NAVMC 3500.14C, chap 2, pg 2-10, par 202.2
- 850 00 003 Is event proficiency status maintained and monitored in M-SHARP for all aircrew to ensure proper scheduling?
Reference
NAVMC 3500.14C, chap 2, pg 2-14, par 205.3
- 850 00 004 Are Individual Performance Records (IPRs) properly maintained for each individual undergoing aviation T&R syllabus training?
Reference
NAVMC 3500.14C, chap 2, pg 2-35, par 218.1.a
- 850 00 005 Are administrative qualifications, T&R qualifications and designations properly maintained in the IPRs and monitored in M-SHARP to ensure proper scheduling?
Reference
NAVMC 3500.14C, chap 2, pg 2-36, par 218.1.d.(1)
- 850 00 006 Are T&R syllabus evaluation procedures followed to include use of standardized syllabus evaluation forms?
Reference
NAVMC 3500.14C, chap 2, pg 2-16, par 206.1
- 850 00 007 Is M-SHARP being used to write and validate flight schedules?
Reference
NAVMC 3500.14C, chap 8, pg 8-3, par 800.3.a & b

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- 850 00 008 Is flight information transferred from M-SHARP to NALCOMIS, using the NALCOMIS interface (IAW local M-SHARP procedures vice manual entry/dual logging)?
Reference
NAVMC 3500.14C, chap 8, pg 8-4, par 801.4
- 850 00 009 Is M-SHARP used as the primary means for tracking all aviation-related training, qualifications, and designations for all aircrew in the squadron?
Reference
NAVMC 3500.14C, chap 8, pg 8-3, par 801.1
- 850 00 010 Is M-SHARP used to calculate and print the training management reports used within the squadron (e.g., qualifications matrix, Hogboard/Greaseboard)?
Reference
NAVMC 3500.14C, chap 8, pg 8-3, par 805.2
- 850 00 011 Are audits of the squadron's training management data conducted at least monthly (recommend during logbook closeouts) to ensure NALCOMIS, logbook, and M-SHARP (using the Aircrew Logbook report), information is consistent and remains accurate?
Reference
NAVMC 3500.14C, chap 8, pg 8-8, par 805.4
- 850 00 012 Is the M-SHARP database backed up at least weekly while using M-SHARP deployable? (Only applicable to deployed squadrons using M-SHARP)
Reference
NAVMC 3500.14C, chap 8, pg 8-7, par 804.4
- 850 00 013 For units using M-SHARP deployable, are SPIN files created and submitted to update the M-SHARP master database by the 5th working day of every month? (Only applicable to deployed squadrons using M-SHARP)
Reference
NAVMC 3500.14C, chap 8, pg 8-7, par 804.4
- 850 00 014 Do units maintain at least one operations representative that has successfully completed the M-SHARP administrator's course?
Reference
NAVMC 3500.14C, chap 8, pg 8-4, par 801.3
- 850 00 015 Are qualified LSOs assigned at the squadron and group level? (FW units only, not including KC-130s.)
Reference
NAVMC 3500.14C, chap 2, pg 2-6, par 201.1.f

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- 850 00 016 Are naval aviators/naval flight officers assigned to an operational squadron/battalion for a minimum of 2 years after completion of CORE skill introduction training?
Reference
NAVMC 3500.14C, chap 2, pg 2-5, par 200.6
- 850 00 017 Do aircrew complete a quarterly review of emergency procedures utilizing a flight simulator/cockpit-cabin drill?
Reference
NAVMC 3500.14C, chap 2, pg 2-7, par 201.2
- 850 00 018 Does the squadron conduct specific aviation ground training for technical and tactical subjects that is complementary to the respective aircraft flight syllabus?
Reference
NAVMC 3500.14C, chap 2, pg 2-18, par 208.1
- 850 00 019 Are aircrew NATOPS qualification, Instrument rating/qualification, ejection seat training, Naval Aviation Survival training, Crew Resource Management (CRM) training, and Survival Evasion Resistance and Escape (SERE) training requirements being adhered to, maintained in M-SHARP, and properly documented?
Reference
NAVMC 3500.14C, chap 1, pg 1-7, par 104; chap 8, pg 8-3 par 801
- 850 00 020 Is a WTI continuously assigned to the PTO/ACTO billet? Are additional WTIs assigned proper billets? (N/A for Fleet Replacement Squadrons)
Reference
MCO 3500.109, par 4.j.(3)
- 850 00 021 Does the squadron have an ongoing tactics training program?
Reference
MCO 3500.109, par 4.j.(1)
- 850 00 022 Is MOS 7577/7277 assigned to aircrew certified as WTIs?
Reference
MCO 3500.109, par 1006.4

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850 00 023 Are instructors (ACTI, LATI, TERFI, etc.) properly trained and designated by the CO? Are two instructors designated FLSEs by the Group CO?
Reference
NAVMC 3500.14C, chap 2, pg 2-21, par 212.5; MCO
P3500.109, par 4.j.(4)

****NOTE:** The remaining items (024 - 032) apply only to Fleet Replacement Squadrons (FRS) and designated CORE Skill Introduction training units:

850 00 024 Does the FRS or designated Core Skill Introduction training unit appoint an officer and an enlisted aircrew (if appropriate) as NAPP representatives?
Reference
NAVMC 3500.14C, chap 4, pg 4-4, par 401.2.a.(3)

850 00 025 Are they responsible for NAPP Integrated Data Repository (NIPDR) inputs, Web-based Production Planning Factor (WebPPF) development and submission, representing the FRS at the monthly CNATRA Task Group (TG) meetings and semi-annual Production Alignment Conferences (PAC), and other issues Relating to the NAPP?
Reference
NAVMC 3500.14C, chap 4, pg 4-4, par 401.2.a.(3)

850 00 026 Does the FRS utilize the 'FRS PPF Planning Assumptions' (Figure 4-1) when planning annual calculations for submission of PPF submission?
Reference
NAVMC 3500.14C, chap 4, pg 4-8, par 402.1.b.(2)

850 00 027 Does the FRS NAPP representative submit squadron WebPPFs annually through their USMC chain of command to CG TRNGCMD no later than 30 June?
Reference
NAVMC 3500.14C, chap 4, pg 4-9, par 402.1.b.(3)

850 00 028 Does the FRS utilize WebPPFs as the source document to Identify current and projected training shortfalls to the Wing (Wing NAPP Officer), CG TRNGCMD, and CMC?
Reference
NAVMC 3500.14C, chap 4, pg 4-9, par 402.1.b.(5)

850 00 029 Does the FRS or equivalent Marine Corps training unit maintain a MCTIMS account and appoint a MCTIMS account manager (recommend the NAPP officer) to build and updates the unit's schedule?
Reference
NAVMC 3500.14C, chap 4, pg 4-13, par 404.4.c

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- 850 00 030 Has the FRS or equivalent Marine Corps training unit entered the subsequent fiscal year's class schedules into MCTIMS no later than 31 July of each year?
Reference
NAVMC 3500.14C, chap 4, pg 4-13, par 404.4.c
- 850 00 031 Has the FRS or equivalent Marine Corps training unit reconciled its fiscal year's class schedules in MCTIMS with the IPP to make sure they match?
Reference
NAVMC 3500.14C, chap 4, pg 4-13, par 404.4.c
- 850 00 032 Does the FRS or equivalent training unit submit unit production data into NIPDR by the 6th of each month?
Reference
NAVMC 3500.14C, chap 4, pg 4-15, par 406.2.c